

Building Inspector

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Instant Payments

Building Inspector

Duchesne County Department of Building Safety

734 North Center Street
P.O. Box 317
Duchesne, Utah 84021

Karl D. Mott
Building Official
(435) 738-1153
Cellular (435) 823-6314
kmott@duchesne.utah.gov

Cody Fisher
Building Inspector
(435) 738-1229
Cellular (801) 719-9337
cfisher@duchesne.utah.gov

Glenna Mayhew
Office Specialist / Permit Tech
(435) 738-1150
gmayhew@duchesne.utah.gov

Useful Phone Numbers List
Lead Base Paint Information and Utah Requirements

Contact Us

Duchesne County Offices
734 North Center Street
Duchesne, UT 84021
Main: 435-738-1100

Assessor: 435.738.1110
PO Box: 998
Duchesne, UT 84021

Clerk/Auditor: 435.738.1100
PO Box: 910
Duchesne, UT 84021

HR: 435.738.1233
PO Box: 346
Duchesne, UT 84021

Recorder: 435.738.1160
PO Box: 916
Duchesne, UT 84021

Treasurer: 435.738.1190
PO Box: 989
Duchesne, UT 84021

Quick Links

- Commission Minutes
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Obtaining a Building Permit

Why Do I Need A Building Permit

Forms and Applications

By clicking on one of the links below you will be able to access the building permit information for either conventional frame housing or manufactured housing in a PDF format.

[What Buildings Need a Building Permit](#)

Change this link to updated document.
What Buildings Need a Building Permit-8-26-16 (On page 2)

[Building Permit Application Check List, Stick Frame Buildings](#)

[2019 Building Packet](#)

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[Information Required for Business License Review](#)

Change this link to updated document.
Table 1807.1.6.4 Empirical Foundation Walls (On pages 3&4)

[Example of a Site Plan](#)

[Empirical Foundation Requirements Allowed](#)

[General Design Information For Construction in DUCHESNE COUNTY](#)

Change this link to updated document.
Table R301.2(1) Design Criteria (On page 5)

What Buildings Require a Building Permit?

To answer this question we must look at the Utah State Code and the Adopted Building Codes. Utah State adopts building codes to be enforced by each political subdivision of the state. For the building itself, the state has adopted the International Building Code for commercial projects and the International Resident Code for One and Two Family Dwellings and Town Houses. Each of these codes have exemptions to the Building permit requirement but do not exempt buildings from being built to the adopted codes. (Ref: IBC 105.2, IRC 105.2 and Utah Code 15A-1-204(11)) The exemption is strictly from obtaining a building permit for building element of the project. Other permits may be required for Electrical, Plumbing and HVAC equipment that are to be installed in or on the building. This includes electrical solar systems, wind generators and other alternative systems.

IBC: A] 105.2 Work exempt from permit. Exemptions from permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction. Permits shall not be required for the following:

IRC: R105.2 Work exempt from permit. Exemption from permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction. Permits shall not be required for the following:

The following “Buildings” are exempt from the building permit requirements;

IBC Commercial Exemptions;

1. One-story **detached accessory structures** used as tool and storage sheds, playhouses and similar uses, provided the floor area is not greater than **120 square feet** (11 m2).
10. Shade cloth structures constructed for nursery or agricultural purposes, not including service systems.
11. Swings and other playground equipment accessory to detached one- and two-family dwellings.

IRC Exemptions;

1. One-story **detached accessory structures**, provided that the floor area does **not exceed 200 square feet** (18.58 m2).
8. Swings and other playground equipment.
10. Decks not **exceeding 200 square feet** (18.58 m2) in area, that are not more than 30 inches (762 mm) above grade at any point, are not attached to a dwelling do not serve the exit door required by Section R311.4.

Utah State Exemption;

- (11) (a) Except as provided in Subsection (11)(b), a structure **used solely in conjunction with agriculture use**, and not for human occupancy, or a structure that is no more than 1,500 square feet and used solely for the type of sales described in Subsection 59-12-104(20), is exempt from the permit requirements of the State Construction Code.
- (b) (i) Unless exempted by a provision other than Subsection (11)(a), a plumbing, electrical, and mechanical permit may be required when that work is included in a structure described in Subsection (11)(a).

Note that each one of these exemptions has specific conditions attached. For the codes the key is that the building is an “**Accessory Structure**”. The codes define an “Accessory Structure” as “*a structure that is accessory to and incidental to that of the dwelling(s) and that is located on the same lot.*” So if the property is vacant land, and the building is not being used solely in conjunction with agriculture use, then the building requires a building permit regardless of its size or intended use.

Duchesne County requires any building being **built or placed** on vacant bare property to be issued a building permit prior to construction or placement. Before a building permit is issued for any building, the property must be evaluated for the installation of an on-site waste water system.

For Agricultural buildings Duchesne County requires an Agricultural Exemption Form be signed, notarized and recorded with the Duchesne County Recorder’s office.

The minimum penalty for building or placing a structure on a property without first obtaining the required building permit is a fee equal to the required permit even if a permit cannot be issued for the project. (Ref: Duchesne County Code 7-1E-4 / Resolution 15-18 Exhibit B)

**TABLE 1807.1.6.4
EMPIRICAL FOUNDATION WALLS (1,7,8)**

Max. Height	Top Edge Support	Min. Thickness	Vertical Steel (2)	Horizontal Steel (3)	Steel at Openings (4)	Max. Lintel Length	Min. Lintel Depth
2' (610 mm)	None	6"	(5)	2- #4 Bars	2- #4 Bars above 1- #4 Bar each side 1- #4 Bar below	2' (610 mm)	2" for each foot of opening width; min. 6"
3' (914 mm)	None	6"	#4@32"	3- #4 Bars	2- #4 Bars above 1- #4 Bar each side 1- #4 Bar below	2' (610 mm)	2" for each foot of opening width; min. 6"
4' (1,219 mm)	None	6"	#4@32"	4- #4 Bars	2- #4 Bars above 1- #4 Bar each side 1- #4 Bar below	3' (914 mm)	2" for each foot of opening width; min. 6"
6' (1,829 mm)	Floor or roof Diaphragm (6)	8"	#4@24"	5- #4 Bars	2- #4 Bars above 1- #4 Bar each side 1- #4 Bar below	6' (1,829 mm)	2" for each foot of opening width; min. 6"
8' (2438 mm)	Floor or roof Diaphragm (6)	8"	#4@24"	6- #4 Bars	2- #4 Bars above 1- #4 Bar each side 1- #4 Bar below	6' (1,829 mm)	2" for each foot of opening width; min. 6"
9' (2,743 mm)	Floor or roof Diaphragm (6)	8"	#4 @ 16"	7- #4 Bars	2- #4 Bars above 1- #4 Bar each side 1- #4 Bar below	6' (1,829 mm)	2" for each foot of opening width; min. 6"
Over 9' (2,743 mm)	Engineering required	Engineering required	Engineering required	Engineering required	Engineering required	Engineering required	Engineering required

Footnotes: **Updated June 30, 2017**

(1) Based on 3,000 psi (20.6 Mpa) concrete and 60,000 psi (414 Mpa) reinforcing steel.

(2) To be placed in the center of the wall, and extended from the footing to within three inches (76 mm) of the top of the wall; dowels of #4 bars to match vertical steel placement shall be provided in the footing, extending 24 inches (610 mm) into the foundation wall.

(3) One bar shall be located in the top four inches (102 mm), one bar in the bottom four inches (102 mm) and the other bars equally spaced between. Such bar placement satisfies the requirements of Section 1805.9. Corner reinforcing shall be provided so as to lap 24 inches (610 mm).

(4) Bars shall be placed within two inches (51 mm) of the openings and extend 24 inches (610 mm) beyond the edge of the opening; vertical bars may terminate three inches (76 mm) from the top of the concrete.

(5) Dowels of #4 bar at 32 inches on center shall be provided in the footing, extending 18 inches (457 mm) into the foundation wall.

(6) Diaphragm shall conform to the requirements of Section 2308.

(7) Footing shall be a minimum of nine inches thick by 20 inches wide.

(8) Soil backfill shall be soil classification types GW, GP, SW, or SP, per Table 1610.1. Soil shall not be submerged or saturated in groundwater."

SECTION 2308.3.1 IBC and R403.1.6 IRC

— 1 #4 REINFORCEMENT BAR TO
BE WITHIN 4" OF TOP OF WALL.
REF. FOOT NOTE (3)

— LINTEL DEPTH 2" FOR EACH
FOOT OF OPENING WIDTH.
MINIMUM DEPTH 6".
REF. TABLE 1807.1.6.4
(6'x2"=12" LINTEL)

— 2 #4 REINFORCEMENT BAR
REQUIRED TO BE 1-1/2" MIN., 2"
MAX. FROM TOP OF OPENING
AND EXTEND A MINIMUM OF 24"
PAST OPENING SIDES.
REF. FOOT NOTE (4)

1 #4 REINFORCEMENT REQUIRED
1-1/2" MIN., 2" MAX. FROM SIDES
OF OPENING AND MUST EXTEND
24" MINIMUM PAST THE OPENING
BOTTOM AND TO WITHIN 5" OF
THE TOP OF THE FOUNDATION
WALL. THE STANDARD WALL
REINFORCEMENT MAY FULL FILL
THIS REQUIREMENT.
REF. FOOT NOTE (4)

SPACE ADDITIONAL HORIZONTAL
REINFORCEMENT EVENLY BETWEEN
TOP AND BOTTOM BARS.
REF. FOOT NOTE (3)

1 #4 BAR TO BE PLACED WITHIN 2"
OF THE BOTTOM OF THE OPENING
AND EXTEND A MINIMUM OF 2'-0"
BEYOND THE OPENING EDGE.
REF. TABLE 1807.1.6.4 AND
FOOTNOTE (4)

— BOTTOM REINFORCEMENT BAR TO
BE WITHIN 4" OF TOP OF FOOTING
REF. FOOT NOTE (3)

DRAWN BY: KARL MOTT
DUCHESNE COUNTY
BUILDING OFFICIAL

DATE: Rev. June 30, 2017
PAGE: 2 OF 2

NOTE:

THIS AMENDMENT ELIMINATES THE HORIZONTAL
REINFORCEMENT IN THE FOOTING.

NOTE: (8) SOIL BACKFILL SHALL BE SOIL CLASSIFICATION TYPES GW, GP, SW, OR SP, PER TABLE 1610.1. SOIL SHALL NOT BE SUBMERGED OR SATURATED IN GROUNDWATER.

- FOOTING DOWEL WITH STANDARD 90° BEND
MUST EXTEND 24" MINIMUM INTO WALL SPACED AT
24" MAXIMUM FOR WALLS 8' IN HEIGHT OR LESS
AND 16" MAXIMUM FOR 9' WALL. MUST BE LOCATED
IN CENTER OF WALL. REF. FOOT NOTE (2)

—FOOTING TO BE 9" THICK
AND 20" WIDE MINIMUM.
REF. FOOT NOTE (7)

Diagram illustrating the reinforcement details for a wall and footing, showing various dimensions and notes:

- Maximum 9'-0" Wall Height
- 9" Wall Thickness
- 2'-0" MIN. FTG. DOWEL EXTEND INTO WALL
- 4" MAXIMUM
- 1'-4" 9' WALL 24" FOR 4'-1" TO 8' WALLS 32" FOR 4' WALLS OR LESS SEE NOTE (5)
- 2'-0" MIN.
- 6'-0" MAXIMUM OPENING WIDTH WITHOUT ENGINEERING REF. TABLE 1805.5(5)
- 2'-0" MIN.
- 2'-0" MIN.
- 2" MAX.
- 2" MAX.
- FOOTING DOWEL WITH STANDARD 90° BEND MUST EXTEND 24" MINIMUM INTO WALL SPACED AT 24" MAXIMUM FOR WALLS 8' IN HEIGHT OR LESS AND 16" MAXIMUM FOR 9' WALL. MUST BE LOCATED
- FOOTING TO BE 9" THICK AND 20" WIDE MINIMUM. REF. FOOT NOTE (7)

GENERAL DESIGN INFORMATION FOR CONSTRUCTION IN DUCHESNE COUNTY

For determining minimum Building Safety Standards, Utah State and / or Duchesne County have adopted the following:

The International Building Code (IBC) 2018 Edition

The International Residential Code (IRC) 2015 Edition for One and Two Family Dwelling and Townhouses

The International Mechanical Code (IMC) 2018 Edition

The International Energy Conservation Code (IECC) 2018 Edition

The International Fire Code (IFC) 2018 Edition

The International Existing Building Code (IEBC) 2018 Edition

The International Plumbing Code (IPC) 2018 Edition

The International Fuel Gas Code (IFGC) 2018 Edition

The National Electric Code (NEC) 2020 Edition

The Utah Wildland-Urban Interface Code 2006 Edition

Notes:

1. Utah State has adopted amendments that apply state wide to all of the above listed codes. Some local jurisdiction have also adopted amendments specific to their jurisdiction. To see these amendments go to Utah Code Title 15A. (https://le.utah.gov/xcode/Title15A/15A.html?v=C15A_1800010118000101)
2. Typically Utah State adopts codes one year after their publication date and they go into effect July 1 of the following year.

TABLE R301.2(1)
CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA

GROUND SNOW LOAD	WIND DESIGN				SEISMIC DESIGN CATEGORY ^f	SUBJECT TO DAMAGE FROM			WINTER DESIGN TEMP ^e	ICE BARRIER UNDERLAYMENT REQUIRED ^h	FLOOD HAZARD ^g	AIR FREEZING INDEX ⁱ	MEAN ANNUAL TEMP ^j
	Speed ^d (mph)	Topographic ^k effects	Special wind ^l region	Wind-borne ^m debris zone		Weathering ^a	Frost line ^b depth	Termite ^c					
See Note 1	115 IRC 105 IBC	Site Specific	No	No	C / D1	Severe	30"	S / M	-2 °	Yes	Note 2	2841	45 °

For SI: 1 pound per square foot = 0.0479 kN/m², 1 mile per hour = 1.609 km/h

S / M = slight to moderate

- 1- Ground snow load will vary due to elevation and recorded snow conditions for specific areas. See Utah State code 15A-3-202(9) IRC and 15A-3-107(8)(d) IBC for Amendments. See web site <http://utahsnowload.usu.edu/> for ground snow loads at specific sites.
- 2- Duchesne City and Myton City have FEMA flood plain maps available. (<https://msc.fema.gov/portal>) The rest of Duchesne County has to be evaluated on a site specific bases.
 - a. Weathering may require a higher strength concrete or grade of masonry than necessary to satisfy the structural requirements of the codes.
 - b. The frost line depth may require deeper footings than indicated in Figure R403.1(1) and may be site specific.
 - c. The jurisdiction shall fill in this part of the table to indicate the need for protection depending on whether there has been a history of local subterranean termite damage.
 - d. Wind exposure category B, C or D shall be determined on a site-specific basis in accordance with IRC Section R301.2.1.4 or IBC Sections 1609.4.2 and 1609.4.3.
 - e. The outdoor design dry-bulb temperature shall be selected from the columns of 97 1/2 -percent values for winter from Appendix D of the *International Plumbing Code*. Deviations from the Appendix D temperatures shall be permitted to reflect local climates or local weather experience as determined by the *building official*.
 - f. The *jurisdiction* shall fill in this part of the table with the seismic design category determined from Section R301.2.2.1.
 - g. The *jurisdiction* shall fill in this part of the table with (a) the date of the *jurisdiction's* entry into the National Flood Insurance Program (date of adoption of the first code or ordinance for management of flood hazard areas), (b) the date(s) of the Flood Insurance Study and (c) the panel numbers and dates of the currently effective FIRMs and FBFMs or other flood hazard map adopted by the authority having *jurisdiction*, as amended. *See Note 2.*
 - h. In accordance with Sections R905.1.2, R905.4.3.1, R905.5.3.1, R905.6.3.1, R905.7.3.1 and R905.8.3.1, where there has been a history of local damage from the effects of ice damming, the *jurisdiction* shall fill in this part of the table with "YES."
 - i. The *jurisdiction* shall fill in this part of the table with the 100-year return period air freezing index (BF-days) from Figure R403.3(2) or from the 100-year (99 percent) value on the National Climatic Data Center data table "Air Freezing Index-USA Method (Base 32°F)." (*Days shown are based off of the Fort Duchesne data*)
 - j. The *jurisdiction* shall fill in this part of the table with the mean annual temperature from the National Climatic Data Center data table "Air Freezing Index-USA Method (Base 32°F)." (*Temperature shown are based off of the Fort Duchesne data*)
 - k. In accordance with Section R301.2.1.5, where there is local historical data documenting structural damage to buildings due to topographic wind speed-up effects, the *jurisdiction* shall fill in this part of the table with "YES." Otherwise, the *jurisdiction* shall indicate "NO" in this part of the table.
 - l. In accordance with Figure R301.2(4)A, where there is local historical data documenting unusual wind conditions, the *jurisdiction* shall fill in this part of the table with "YES" and identify any specific requirements. Otherwise, the *jurisdiction* shall indicate "NO" in this part of the table.
 - m. In accordance with Section R301.2.1.2.1, the *jurisdiction* shall indicate the wind-borne debris wind zone(s). Otherwise, the *jurisdiction* shall indicate "NO" in this part of the table.

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Building Ordinance

[Click here For Duchesne County Title 7 Building and Construction](#)

[Codes](#)

This link needs updated.

https://codelibrary.amlegal.com/codes/duchesnecountyut/latest/duchesneco_ut/0-0-0-1931s link needs updated.



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Printable Forms

Available Forms:

[Agricultural Building Permit Exemption](#)

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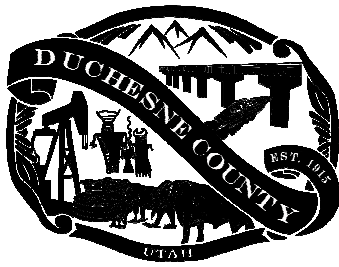
[Owner Buildier Certification](#)

[Project Contractor List](#)

Change this link to updated document.
AG Exemption PDF Form 1-1-2021
(On page 7,8 & 9)

Change this link to updated document.
OWNER BUILDER FORM NEW
FILLABLE 3-3-21 (On page 10)





Duchesne County
Department of Building Safety

734 North Center St., P.O. Box 317

Duchesne, Utah 84021-0317

Phone (435) 738-1150

Fax (435) 738-5522

Karl D. Mott

Building Official

AGRICULTURAL EXEMPTION ACKNOWLEDGEMENT

This form is intended to authorize an exemption from receiving a building permit under Section 15A-1-204 of the Utah Code amended 2017 general session;

(11)

- (a) *Except as provided in Subsection (11)(b), a structure used solely in conjunction with agriculture use, and not for human occupancy, or a structure that is no more than 1,500 square feet and used solely for the type of sales described in Subsection 59-12-104(20), is exempt from the permit requirements of the State Construction Code.*

59-12-104 (20) exclusive sale during the harvest season of seasonal crops, seedling plants, or garden, farm, or other agricultural produce if the seasonal crops are, seedling plants are, or garden, farm, or other agricultural produce is sold by:

- (a) the producer of the seasonal crops, seedling plants, or garden, farm, or other agricultural produce;*
(b) an employee of the producer described in Subsection (20)(a); or
(c) a member of the immediate family of the producer described in Subsection (20)(a);
(b)(i) *Unless exempted by a provision other than Subsection (11)(a), a plumbing, electrical, and mechanical permit may be required when that work is included in a structure described in Subsection (11)(a).*

In order to qualify for an agricultural exemption, the following requirements shall be met:

1. The use of the building shall comply with the following definitions per Utah State Code Annotated Section 15A-1-202:

- (1) *"Agricultural use" means a use that relates to the tilling of soil and raising of crops, or keeping or raising domestic animals.;*
(10) *"Not for human occupancy" means use of a structure for purposes other than protection or comfort of human beings, but allows people to enter the structure for:*
(a) maintenance and repair; and
(b) the care of livestock, crops, or equipment intended for agricultural use which are kept there.

2. County parcels, within county approved subdivisions, must be 2 continuous acres or more in size. Parcels within cities and towns must have 5 continuous acres to qualify for this exemption.

15A-1-204 (11) (b) (ii) Unless located in whole or in part in an agricultural protection area created under Title 17, Chapter 41, Agriculture, Industrial, or Critical Infrastructure Materials Protection Areas, a structure described in Subsection (11)(a) is not exempt from a permit requirement if the structure is located on land that is:

- (A) within the boundaries of a city or town, and less than five contiguous acres; or*
(B) within a subdivision for which the county has approved a subdivision plat under Title 17, Chapter 27a, Part 6, Subdivisions, and less than two contiguous acres.

3. All zoning requirements for setback from property lines must be met.

Owner(s) of Record: Name: _____ Phone: _____
Mailing Address: _____ Fax: _____
City: _____ State: _____ Zip: _____
E-Mail Address: _____
Project Information: Parcel # (tax I.D.#): _____ Parcel Size: _____ Acres
Subdivision Name: _____ Lot #: _____
Address: _____
Section: _____ Township: _____ Range: _____

Building Description (proposed use and proposed size): _____

Zoning Approval: _____ Date: _____

Building Official Approval: _____ Date: _____

OWNER(S) ACKNOWLEDGEMENT

I hereby make application and declare that I intend to construct a structure solely in conjunction with an "agricultural use" and "not for human occupancy", both as defined previously. **I understand that as an exempt building, the Duchesne County Building Department has not reviewed the plans for the structure and has therefore not made any implied or in fact approvals of any safety, structural integrity, building design, or similar issues. I further understand that this structure may not be converted to a residential building, a non-agricultural storage building, or any other non-agricultural related use without obtaining a building permit, which includes complying with the zoning requirements for the zone in which the structure is located, and that such permit may require significant modifications to the structure in order to comply with the applicable Codes in effect at that time.** Any misleading or incorrect answers may constitute an act of falsification of government records under Section 76-8-511 of the Utah Code Annotated or issuing a written false statement under Section 76-8-504 of the Utah Code Annotated, both of which are Class B misdemeanors. I hereby declare under penalty of perjury that this application form, and all information submitted as part of this application form is true, complete, and accurate to the best of my knowledge.

Owner(s) Signature: _____ Date: _____

Please Print Name: _____

ACKNOWLEDGEMENT: STATE OF _____

COUNTY OF _____ On this _____ day of _____, 20____,

before me personally appeared _____ (owner), and did state upon his/her oath that he/she is the owner of the above described real property in Duchesne County, Utah, and that the foregoing instrument was acknowledged before me.

Witness my hand and official seal. _____

Notary Public My commission expires: _____

Owner(s) Signature: _____ Date: _____

Please Print Name: _____

ACKNOWLEDGEMENT: STATE OF _____

COUNTY OF _____ On this _____ day of _____, 20____,

before me personally appeared _____ (owner), and did state upon his/her oath that he/she is the owner of the above described real property in Duchesne County, Utah, and that the foregoing instrument was acknowledged before me.

Witness my hand and official seal. _____

Notary Public My commission expires: _____

DEPARTMENT OF COMMERCE
Division of Occupational and
Professional Licensing
Bureau of Investigation
doplttech@utah.gov
160 E 300 S
PO Box 146741
Salt Lake City UT 84114-6741



OWNER/BUILDER CERTIFICATION
and
AGREEMENT TO COMPLY WITH THE
CONSTRUCTION TRADES LICENSING ACT

☐ **New Residential Construction**
☐ **Remodel or Addition by Owner**

Description of Remodel or Addition _____

Name of Owner/Builder: _____
Current Address: _____
City, State, Zip: _____

LOCATION OF CONSTRUCTION SITE:

Address: _____
City, State Zip: _____
Subdivision: _____ Lot No. _____

CERTIFICATION

I, _____, certify under penalty of perjury that the following statements are true and correct and are based upon my understanding of the Utah Construction Trades Licensing Act:

1. **For New Residential Construction Only.** I am the sole owner of the property and construction project at the above described location; the project described is the only residential structure I have built this year; I have not built more than three residential structures in the past five years.

For New Residential and Remodel Construction:

2. The improvements being placed on the property are intended to be used and will be used for my personal, non-commercial, non-public use:

3. I understand that work performed on the project must be performed by the following:

- myself as the sole owner of the property; or
- a licensed contractor; or
- my employee(s) on whom I have Workers Compensation Insurance coverage, on whom I withhold and pay all required payroll taxes, and with respect to whom I comply with all other applicable employee/employer laws; or
- any other person working under my supervision as Owner/Builder to whom no compensation or only token compensation is paid; and

4. I understand that if I retain the services of an unlicensed contractor or compensate an unlicensed person, other than token compensation, or other than as an employee for wages, to perform construction services for which licensure is required, I may be guilty of a Class A Misdemeanor and may be additionally subject to an administrative fine in the maximum of \$2,000.00 for each day on which I violate the Utah Construction Trades Licensing Act.

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Dated this _____ day of _____ 20____

Signature of Owner/Builder

File this with the City or County Building Department where the work is being performed. The City or County Building Department will forward this form to doplttech@utah.gov

REVISION DATE 03-03-2021